

STATEWIDE INDEPENDENT LIVING COUNCIL
Executive Committee Meeting
November 17, 2020
Zoom Meeting

Members present: Alan Adel, Mark Koterwski, Mark Sternhagen, Tasha Jones, and Eric Weiss. Others: Colette Wagoner, SILC staff. Interpreter was Julie Paluch.

Meeting convened at 2:30 pm.

Members met via Zoom to discuss the draft agenda for the upcoming SILC meeting. The draft agenda was reviewed, and minor edits were made (i.e., add the time for a given agenda item).

Discussion focused on the State Plan for Independent Living (SPIL), goals/objectives and activities. The SPIL instructions outline the SILC's indicators of minimum compliance and the need for written policies and procedures to include:

“The SILC maintains individual training plans for members that adhere to the SILC Training and Technical Assistance Center’s SILC training curriculum”.

The SILC's SPIL Committee drafted the SILC Member Individual Training Plan document, which will be presented to the full SILC for review and consideration. This training plan asks each SILC member to identify areas/training topics that would benefit them in their role as a SILC member. Once finalized, each SILC member will be asked to complete the Individual Training Plan on an annual basis and submit it to staff. The Rehabilitation Act outlines the SILC composition and appointment, and addresses qualifications of Council members “shall be composed of members who are knowledgeable about centers for independent living and independent living services”.

Discussion continued on two other SPIL tools drafted to assist with tracking progress made on the objectives and activities towards accomplishing the SPIL goals. These items include:

SILC Member/Staff SPIL Activities Reporting Form – this form will be completed by a SILC member if they attend a meeting, receive comment, identify/share resources related to the goals/objectives as outlined in the State Plan.

CIL Quarterly Report: a form completed by the CIL directors regarding activities/work completed by CIL staff related to the goals/objectives outlined in the State Plan.

Information obtained from the reporting forms will be utilized when drafting the SILC's annual performance report (formerly known as the 704 report). These items will be presented to the full SILC at the December meeting to obtain their support of utilizing these items.

Another agenda item includes the SILC's annual performance report (704 report). Staff has been working on the draft and it will be sent to the full SILC with meeting related items. This report will be reviewed at the December meeting and it will require SILC action. This report must be submitted to ACL prior to the end of December.

Alan asked staff to be in touch with the committee chairpersons to inquire about scheduling committee meetings or other needs prior to the December meeting. Staff agreed to do so.

Bylaws Committee: Suggested amendments to the bylaws were presented to the SILC during their September meeting. The committee was asked to do a final review of the bylaws and to bring forth draft amendments for the SILC's consideration at the December meeting. The draft bylaws will be sent to members with other meeting related items.

Other discussion items included: SD Cares Housing Assistance Program; mask wearing mandates for COVID-19; and increasing awareness of the SILC and independent living services. Mark K inquired about providing an overview of CSD, available services, and partnering with the CILs at a future meeting. Staff was asked to note this as agenda item for the March meeting.

There was no other business. There was consensus to adjourn the meeting at 3:25 pm.